

AGENDA

BOARD OF COMMISSIONERS
REGULAR MEETING
315 WEST SECOND STREET
FRANKFORT, KY 40601
502/875-8500

April 23, 2007
5:30 P.M. (EDT)

1. **INVOCATION**

Lewis Newby, First Corinthian Church

PLEDGE OF ALLEGIANCE

John Hammond

ROLL CALL

MINUTES

March 26, 2007 Regular Meeting; April 4, 2007 Special Meeting; April 9, 2007 Special Meeting; April 9, 2007 Work Session; April 12, 2007 Work Session.

MAYOR'S REPORT

2. **CEREMONIAL ITEMS**

3. **ORDINANCES**

3.1 **SECOND READING:** An Ordinance appropriating the revenue to be received by the City of Frankfort for various grant funds into the 2006 - 2007 budget.

Purpose: The purpose of this item is to consider approval of an Ordinance appropriating the revenue to be received by the City of Frankfort for various grant funds into the 2006 - 2007 budget.

Background: After the 2006 - 2007 Budget for the City of Frankfort was approved by the City Commission, the City received four grants. This Ordinance would amend the 2006 -2007 budget to reflect these additions. See Ordinance for listing of grants.

This Ordinance had its first reading on March 26, 2007.

Financial Analysis: These grant monies are reimbursable and should not add any financial burden to the City.

Attachment:

- Ordinance

Contacts:

Name:	Steve Dawson	Rebecca Hall
Title:	Director	Grants Manager
Department:	Finance	City Manager
Phone:	502/352-2083	502/352-2076
Email:	sdawson@Frankfort-ky.gov	rhall@Frankfort-ky.gov

3.2 **SECOND READING:** An Ordinance establishing a Sewer Capital Recovery Program.

Purpose: To adopt an ordinance providing for the cost sharing between all properties benefiting from a particular sewer based upon percent of sanitary sewage flow, and provides for future connecting

developers or property owners to pay their pro-rata share of the sewer construction cost upon making application with the City to connect to the sewer.

Background: KRS 96.539 mandates that city owned sewer utilities shall develop rules to govern extensions of service to unserved customers and areas. The City of Frankfort previous "Cost Recovery Ordinance" was repealed on February 28, 2000 (Ordinance No. 8, 2000 Series). This ordinance establishes a procedure for future developments to apply for Cost Recovery under certain provisions.

This Ordinance had its first reading on March 26, 2007.

Financial Analysis: Adoption of this ordinance will have a positive impact on sewer revenue.

Recommendation: Approval

Attachments:

- Ordinance
- KRS 96.539

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort-ky.gov

3.3 SECOND READING: An Ordinance amending Frankfort Code of Ordinances Chapter 93 Fire Prevention.

Purpose: To amend the Ordinance to require each unit of a multi-tenant structure to have the unit numbers displayed, as well as the structure addresses. Also to amend this section to have the same wording as that of the Property Maintenance Code.

Background: It has come to our attention that some apartment or dwelling unit numbers are not properly marked with a unit number. Although each structure is already required to be properly addressed, the Fire Prevention Code at present does not require each unit number to be posted. This change is needed to ensure efficient location in the event of emergency response and to comply with the wording in the Property Maintenance Code.

This Ordinance had its first reading on March 26, 2007.

Recommendation: Approval

Attachment:

- Ordinance

Contact Person

Name: Wallace Possich
Title: Fire Chief
Dept.: Fire
Phone: 502/875-8511
Email: wpossich@frankfort-Ky.gov

3.4 SECOND READING: An Ordinance amending the Frankfort Code of Ordinances, Chapter 150.05 Ordinance No. 27, 2005 series being the Property Maintenance Code, by amending Chapter 3, Section 304.3 Street Numbers.

Purpose: The purpose of this ordinance amendment is to amend the Property Maintenance Code referenced in the City's Code of Ordinances, Chapter 150.05 as recommended by the City's Fire Chief. This will make both City ordinances consistent.

Background: Recently the Code Enforcement Board dismissed a citation relating to a multi-tenant building that did not have the individual units address posted. The Fire Chief requested that this be changed so all units and buildings contain the assigned street numbers.

This Ordinance had its first reading on March 26, 2007.

Recommendation: Approval

Attachment:

- Ordinance

Contact Person

Name: Gary Muller
Title: Director of Planning and Building Codes
Department: Planning and Building Codes
Phone: 502/352-2100
Email: Gmuller@frankfort-ky.gov

3.5 SECOND READING: An Ordinance amending Chapter 72 – Parking Regulations of the Frankfort Code of Ordinances.

Purpose: The purpose of this Ordinance is to revise the Parking Regulations of the City to update and specify parking violations, fines, and penalties.

Background: Recent discussions concerning parking in the downtown area have focused attention on the need to revise the parking ordinance to clarify and specify the types of violations and to increase fines and penalties for violators. This Ordinance provides details of the parking regulations for the City.

This Ordinance had its first reading on March 26, 2007.

Recommendation: Approval

Attachment:

- Ordinance

Contact Person:

Name: Rob Moore
Title: City Solicitor
Department: City Manager
Phone: 502/227-2271
Email: rmoore@hazelcox.com

3.6 SECOND READING: An Ordinance rezoning property for a 5.686-acre parcel of property located at 770 Wilkinson Boulevard, more specifically described as PVA map #061-00-00-099.00, from General Industrial "IG" district to Planned Commercial (PC).

Purpose: Approval of the recommendation of approval by the Frankfort/Franklin County Planning Commission concerning a zone map amendment by Dreyer and Goedecke, Inc., represented by Mr. Charlie Jones— McNamara and Jones for a 5.686-acre parcel of property located at 770 Wilkinson Boulevard from General Industrial "IG" district to Planned Commercial (PC). More specifically described as PVA map #061-00-00-099.00.

Background: KRS requires that a public hearing be held by the Planning Commission and that the Planning Commission's recommendation be forwarded to the Local Government.

Should the City Commission desire to not follow the Planning Commission's recommendation, then the item is to be tabled and a request for a verbatim transcript of the Planning Commission meeting, which must be obtained before the item can be heard by the City Commission. The City Commission will then be required to make their own findings of fact based on the verbatim transcript or hold its own public hearing and then make findings of fact. Any action by the City Commission is to be limited to only the findings and testimony given during the Planning Commission hearing and no additional evidence or testimony is to be received unless a new public hearing is held by the City Commission.

On March 8, 2007, the Frankfort/Franklin County Planning Commission held a public hearing to consider a zone change request for this property. The public hearing was closed (no one present spoke in opposition to the zone map amendment) and the Planning Commission adopted the report as the summary. They then approved and adopted the 7 findings of fact as identified within the report, and motioned to recommend approval of a zone map amendment from General Industrial "IG" district to Planned Commercial (PC) based on the seven (7) findings of fact. The motion to recommend approval of the requested zone map amendment passed unanimously.

This Ordinance had its first reading on March 26, 2007.

Recommendation: Approval

Attachments:

- Ordinance
- Adopted Findings of Facts
- Staff Report reviewed by the Frankfort/Franklin County Planning Commission (Minutes from the March 8, 2007 meeting will be made available upon completion)

Contact Person

Name: Gary Muller
Title: Director of Planning and Building Codes
Department: Planning and Building Codes
Phone: 502/52-2100
Email: Gmuller@fewpb.com

- 3.7 SECOND READING:** An Ordinance amending Ordinance No. 2, 2000 Series, by adopting the amended Goals and Policies of the Frankfort/Franklin County Comprehensive Plan.

Purpose: Approval of the recommendation of approval by the Frankfort/Franklin County Planning Commission concerning the Goals and Policies of the updated Frankfort/Franklin County Comprehensive Plan.

Background: KRS requires that a public hearing be held by the Planning Commission and that the Planning Commission's recommendation be forwarded to the Local Government.

In October 2005, a 52-member committee of the Planning Commission (Comprehensive Plan Update Committee) was formed to begin the required five-year review of the adopted Comprehensive Plan. Public workshops began in November 2005 at the Elkhorn Middle School and Westridge Elementary School. After a year of public meetings/workshops the Comprehensive Plan Committee unanimously supported to the Planning Commission the recommended Goals and Policies for the updated Comprehensive Plan.

On November 30, 2006, the Frankfort-Franklin County Planning Commission held a public hearing to consider the recommended Goals and Policies from the Comprehensive Plan Update Committee. The public hearing was closed (ten citizens spoke in support of the proposed Goals and Policies – no one

spoke in opposition) and the Planning Commission approved the recommendation and recommends that each local government adopt the supported and proposed Goals and Policies for the updated Comprehensive Plan. The motion to recommend approval of the requested Goals and Policies passed unanimously by a vote of 8-0.

The City Commission held the first reading of this ordinance on December 14, 2006. After discussions concerning the ordinance at the February 12th work session, and with the cooperation of Fiscal Court, both governmental agencies agreed to form a joint 4-member committee to resolve concerns relating to the proposed goals and policies. After meeting on 4 separate occasions, the joint committee unanimously supported a revised version of the Goals and Policies. Therefore a new First Reading of the proposed Ordinance is necessary.

This Ordinance had its first reading on March 26, 2007.

Recommendation: Approval

Attachments:

- Ordinance with the amended Goals and Policies per the Joint City/County Committee
- Staff Report reviewed by the Frankfort/Franklin County Planning Commission
- Minutes from the November 30, 2006 meeting

Contact Person

Name: Gary Muller
Title: Director
Department: Planning and Building Codes
Phone: 502/875-8500
Email: Gmuller@frankfort-ky.com

- 3.8 FIRST READING:** An Ordinance amending Frankfort Code of Ordinances Chapter 130, Offenses Against Property, Section 130.09.

Purpose: To consider amending the Ordinance regarding burning of materials within the City limits.

Background: The current Ordinance allows for the burning of trash and vegetative materials when burned in a container or when the purpose of the burn is to clear open or vacant land for construction or agricultural purposes. The Fire Department is frequently called out when individuals or entities burn material and it endangers adjacent properties. In addition, this burning often creates a smoke nuisance and citizen complaints. Because the City provides for leaf, wood, debris, and trash pickup and disposal, there is no need for the burning of these materials except when the purpose is to clear open or vacant land for construction or agricultural purposes. Therefore, the proposed amendment is recommended.

Recommendation: Approval

Attachment:

- Ordinance

Contact Person

Name: Wallace Possich
Title: Chief
Department: Fire
Phone: 502/875-8511
Email: wpossich@frankfort-ky.gov

- 3.9** An Ordinance amending Chapter 72-Parking Regulations of the Frankfort Code of Ordinances.

Purpose: To amend Frankfort Code of Ordinances Chapter 72.12 concerning removal of the bollards from the St. Clair Pedestrian Mall.

Background: Frankfort Code of Ordinances Chapter 72.12 states that the City shall put up the bollards from 11:00 am until 2:00 p.m. Monday through Friday, from March 15 through October 31 annually. Downtown Frankfort, Inc. has requested the bollards be removed to accommodate vehicular traffic during lunch. The street could continue to be closed off as necessary for special events. The bollards have become expensive to maintain.

Recommendation: Approval

Attachments:

- Ordinance
- Letter from Robbie Carter, DFI
- Memorandum from Parks Director Steve Brooks

Contact Person:

Name: Steve Brooks
Title: Director
Department: Parks and Recreation
Phone: 502/352-2029
Email: Sbrooks@frankfort-ky.gov

4. ORDERS

- 4.1** An Order authorizing the Mayor of the City of Frankfort to sign the Employment Agreement with the City Manager.

Purpose: To obtain approval of an Order authorizing the Mayor to sign the Employment Agreement between the City of Frankfort and the City Manager.

Background: The Board of Commissioners directed the City Solicitor to prepare an employment agreement for the City Manager. The Employment Agreement was prepared in accordance with the direction of the Board of Commissioners.

Recommendation: Approval

Attachments:

- Order
- Employment Agreement

Contact Person

Name: Robert C. Moore
Title: Department
Department: City Manager
Phone: 502/227-2271
Email: rmoore@hazelcox.com

5. RESOLUTIONS

- 5.1** A Resolution authorizing the submission of a grant application and designating the Mayor to execute all documents pertaining to this grant.

Purpose: The purpose of this item is to approve a Resolution authorizing the Mayor to sign application and grant documents for the HOME Focus Community Program administered by the Kentucky Housing Corporation. Adoption of the Resolution will allow the Mayor to sign all administrative documents required to submit and process the grant.

Background: The Kentucky Housing Corporation decided to utilize HOME funds to conduct a Focus Community Grant Program that will have set-asides for certain communities in the Commonwealth to focus on a specific neighborhood in their community. When Frankfort was asked to participate in this program it was decided that the Holmes Street corridor would be the neighborhood of our focus. This decision was based on the fact that the Holmes Street corridor meets Low to Moderate Income requirements based on 2000 Census Tract Data.

Financial Analysis: This grant does not require a specific match, however, we may use funds in the Frankfort Housing Corporation Account (#540) that is required to be used for low- to moderate-income citizens. Also, the grant does allow for 10% to be used for administration.

Attachment:

- Resolution

Contact Person

Name: Rebecca Hall
Title: Grants Manager
Department: City Manager
Phone: 502/875-8500
Email: rhall@Frankfort-ky.gov

6. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.

- 6.1** To authorize the Mayor to sign a Contract with Kentucky State University (KSU) allowing use of excess equipment at the Wastewater Treatment Plant (WWTP) for use by the KSU Aquaculture Research Center (ARC)(Sewer Department).

Purpose: The purpose of this item is to authorize the Mayor to sign a contract with KSU to allow the ARC to utilize excess equipment at the WWTP for an experimental program to grow fish fry and harvest juvenile fish. Additionally, the ARC will harvest daphnia from the plant clarifiers to be used as a food source for the fish.

Background: Representatives of the Frankfort Sewer Department and representatives of the ARC have been discussing for several years methods for utilizing the effluent water from the WWTP in some aspect of the program. With some recent process changes, the WWTP currently has some excess tanks that the ARC has requested to use to grow larval fish.

The contract has a one-year duration; however, we anticipate that should the trial be successful, this could become a long-term agreement as long as the excess tanks are not needed by the Department. This is the same arrangement that was negotiated last year.

Financial Analysis: KSU will pay the City an amount of \$1,000 this year to offset the cost of utilities to operate the tanks and other miscellaneous costs.

Recommendation: Approval

Attachment:

- Contract

Contact Person

Name: William R. Scaff, Jr., PE
Title: Director

Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort-ky.gov

6.2 To authorize the disposal of surplus property by public auction (Finance Department).

Purpose: The purpose of this item is to declare property as surplus for disposal by public auction.

Background: Department heads have provided a list of various items deemed obsolete or no longer required in their area. Items require disposal to provide storage space for currently used material. Two tentative auction dates have been scheduled. Sanitation Department surplus items will be auctioned on Saturday, April 28, 2007 at the Sanitation/Recycling Building at 301 Rouse Avenue. General city government surplus items will be auctioned Saturday, May 19, 2007 at the City Garage off U.S. 421 N.

Financial Analysis: Proceeds from auctions should generate approximately \$10,000 for the City.

Recommendation: Approval

Attachments:

- Sanitation Auction surplus property list
- General auction surplus property list

Contact Person:

Name: Lisa Agee
Title: Finance Administrative Specialist
Department: Finance
Phone: 502/875-8500
Email: lagee@frankfort-ky.gov

6.3 To approve the proposal for auctioneer services by Morrow Auction Service for the surplus property sales (Finance Department).

Purpose: The purpose of this item is to approve the proposal by Morrow Auction Service for the surplus sales to take place on Saturday, April 28, 2007 and Saturday, May 19, 2007.

Background: On Sunday, March 11, 2007 the City advertised and received one proposal for the surplus auction services. Henry Morrow submitted the only proposal.

Financial Analysis: The Auctioneer's service cost is 8% of sale proceeds. Proceeds from the auctions should generate approximately \$10,000 for the City.

Recommendation: Approval

Attachments:

- Bid Tab Sheet
- Auctioneer Contract

Contact Person:

Name: Lisa Agee
Title: Finance Administrative Specialist
Department: Finance
Phone: 502/875-8500
Email: lagee@frankfort-ky.gov

- 6.4** To authorize Requests for Historic Consulting Services related to the Holmes Street Redevelopment area as requested by the Kentucky Heritage Council and recommended by the Holmes Street Redevelopment Master Plan (Special Projects).

Purpose: To authorize Requests for Proposals for historic consulting services related to the Holmes Street Redevelopment area as requested by the Kentucky Heritage Council and recommended by the Holmes Street Redevelopment Master Plan.

Background: After the presentation of the Holmes Street Master Plan it was recommended that a Cultural/Historical Study be conducted to determine if the area should be considered a Historic District. After discussions with the Kentucky Heritage Council the attached Requests for Proposals was created and has been approved by representatives of the Kentucky Heritage Council. It should be noted that any Federal or State funding for which the City may be eligible cannot be released without the approval of the Kentucky Heritage Council.

Financial Analysis: Funds for this project have been included in budget for the 2006/2007 Fiscal Year. Since we do not know what the bids will be, we will include the option of the city rejecting all bids.

Recommendation: Approval

Attachments:

- Request For Proposals
- Map of Project Area

Contact Person:

Name: Rebecca Hall
Title: Grants Manager
Department: City Manager
Phone: 502/875-8500
Email: rhall@Frankfort-ky.gov

- 6.5** To authorize approval of the first year audit proposal by Charles T. Mitchell Co., for the Fiscal-Year 2006-2007.

Purpose: To approve the first year audit proposal by Charles T. Mitchell Co. for the Fiscal-Year 2006-2007.

Background: The City advertised for the annual audit for a four (4) year period. One proposal was received. Charles T. Mitchell Co. submitted a proposal for the Fiscal Years 2006-2007 through 2009-2010.

This represents the annual approval of Charles T. Mitchell Co. preparing the audit for the Fiscal Year 2006-2007 for the City of Frankfort.

Financial Analysis: This year's audit fee will be \$26,000. Funds will be available in the General Fund Budget Account No. 100-10-53220 and Sewer Operations and Management Account No. 200-68-53220.

Recommendation: Approval

Attachments:

- Proposal Offer

Contact Persons

Name:	Steve Dawson	Tony Massey
Title:	Director	City Manager
Department:	Finance	City Manager

Phone: 502/875-8500 502/875-8500
Email: sdawson@frankfort-ky.gov amassey@frankfort-ky.gov

- 6.6** To award an amendment to the Engineering Services Agreement with HDR Engineering, Inc. (formally known as Quest Engineers) for the redesign of VFD pumps and reengineering associated with the replacement pump station at Cardinal Hills (Sewer Department).

Purpose: To consider awarding an amendment to the Engineering Services Agreement with HDR Engineering Inc. for the redesign of VFD pumps and associated reengineering associated with the Cardinal Hills Pump Station.

Background: In June 2003 the City of Frankfort entered into an agreement with Quest Engineers to design a replacement pump station at Cardinal Hills. The design was completed, submitted to the Division of Water, and appropriate approvals obtained (the approvals have since expired). This agreement is for the redesign of the new pump station to current design standards and resubmission to the Division of Water for approval. In November 2006 a contract amendment was approved to cover the cost of contract administration and resident representation (based upon an estimated 4-month construction period). The Sewer Department has determined that a change in pump selection, from constant speed to variable speed pumps, will significantly improve pump performance and decrease operating costs that we are recommending an amendment to the HDR contract.

The agreement calls for advertising for bids in mid 2007 with a construction start shortly thereafter. Total cost of this amendment is \$12,500. The agreement approved by the Commission in November was for \$44,600, which is a total engineering fee of \$57,100.

Financial Analysis: Funds are available in Account No. 450-68-56550.

Recommendation: Approval

Attachment:

- Engineering Services Agreement

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort-ky.gov

- 6.7** Authorization to add additional funds to the engineering contract with Bell Engineering, Inc. for the new liquid oxygen ozone disinfection system at the Wastewater Treatment Plant (Sewer Department).

Purpose: The purpose of this item is to consider adding additional funds, Amendment # 5, to the contract with Bell Engineering for additional negotiations with Statiflo for static mixers, additional negotiations with the Division of Water for temporary disinfection of the plant effluent, and construction services during construction of the static mixer vault.

Background: In September 2005, a contract was entered into with Bell Engineering to provide specification and drafting services to support the construction of the liquid oxygen ozone disinfection system at the wastewater treatment plant. In order to keep the cost for the new system within the current budgeted amount, the Sewer Department has determined that it will act as the General Contractor for the installation and approach the replacement as a design/build project. The Department is utilizing the services of Ozone System Services Group, Inc. as our ozone consultant and is utilizing Bell Engineering as a specification and drafting firm. This amendment covers unanticipated effort required by Bell Engineering.

The total contract amount is summarized below:

Original Contract	\$20,000
Amendment # 2	17,000
Amendment # 3	6,000
Amendment # 4	17,000
Amendment # 5	<u>17,000</u>
Revised Contract	\$77,000

This design effort is approximately 4.2 percent of the material cost to date and only 3.5 percent of the total estimated cost of the project.

Financial Analysis: Funds are available in Account No. 300-68-53295.

Recommendation: Approval

Attachment:

- Amendment # 5

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort-ky.gov

- 6.8** To authorize signing a Deed of Conveyance conveying Lot No. 28, of the Twin Oaks Subdivision from Chadwick A. Peach, et al, to the City of Frankfort (Sewer Department).

Purpose: To authorize signing a Deed of Conveyance conveying Lot No. 28, of the Twin Oaks Subdivision from Chadwick A. Peach, et al, to the City of Frankfort, where the subdivision's sewer pump station is located.

Background: Chadwick A. Peach contacted the City of Frankfort and advised that he and other members of his family wished to convey Lot No. 28 of the Twin Oaks Subdivision to the City of Frankfort, Kentucky for \$1.00. The lot contains a pump station for the Twin Oaks Subdivision. The Sewer Department has determined that the pump station is not in an easement.

Recommendation: Approval

Attachments:

- Deed of Conveyance

Contact Person

Name:	Bill Scalf	Rob Moore
Title:	Director	City Solicitor
Department:	Sewer	
Phone:	502/875-2448	502/227-2271
Email:	Wscalf@frankfort-ky.gov	rmoore@hazelcox.com

- 6.9** To approve the lowest bid for demolition of 711 Woodland Avenue and to execute the Memorandum of Agreement (Planning and Building Codes).

Purpose: In accordance with the Property Maintenance Code, Section 109.1, the City ordered the property owner of 711 Woodland Avenue to repair or raze the condemned building within thirty days or

the City would raze the building and charge the costs incurred to the real estate that remains. The property was properly noticed in accordance with the Property Maintenance Code.

Background: A notice to raze the structure was sent to the owner at the last known address, on February 21, 2007, via certified letter, first class letter and the property was also posted with the same notice. This property has had over 6 citations issued over the past six years totaling \$3,207.25 of which all but 87.50 has been paid. Furthermore, the City boarded the home in 2004.

As of date, the owner has not contacted our department to confirm acceptance of the City of Frankfort to raze the structure and place a lien on the property if not paid. Acceptance is not required by our code.

Quotes were requested from vendors, but only one responded. John Feshal, Jr. was the only bidder at \$8,100.00.

Financial Analysis: The Planning and Building Codes Department has budgeted \$38,100 in Account No. 100-70-53295 for demolitions and nuisance abatement. As of date we have approximately \$21,400 remaining. Upon approval of this bid and memorandum of agreement, the remaining budgeted amount for demolitions and nuisance abatement will be \$13,300.

Recommendation: Approval

Attachments:

- Bids received
- Recent photo of property
- Draft Memorandum of Agreement.

Contact Person

Name: Gary Muller
Title: Planning and Building Codes Director
Department: Planning and Building Codes
Phone: 502/875-8500
Email: gmuller@frankfort-ky.gov

- 6.10** To authorize an increase in funding to Continuing Engineering Services Agreement with Strand Associates, Inc. for engineering services related to the CSO Long Term Control Plan (Sewer Department).

Purpose: To increase funding to Strand Associates for flow metering and modeling of the combined sewers associated with the Combined Sewer Overflow Long Term Control Plan (CSO LTCP) and other CSO related engineering needs. Modeling is a significant component of the LTCP.

Background: In September 2007, the Commission approved a three (3) year extension to the contract with Strand for consulting services associated with the development of the CSO LTCP. This extension included a \$50,000 increase in fee. After negotiating costs associated with the flow metering and modeling necessary to assist with the development of the LTCP, a fee of \$195,000 has been determined, or an increase in \$145,000 above that previously approved. This includes all costs for installing the metering devices and monitoring for 6 weeks. If at the end of 6 weeks should adequate data not have been acquired, the weekly cost for maintaining the meters is \$12,000. In addition to the increase of \$145,000 the Department is also requesting an additional \$72,000 to cover an additional six (6) weeks of metering, however this money will not be used unless adequate data is not collected within the initial 6 week period. This would increase their fees by a total of \$217,000.

We are still negotiating with Strand to reduce the impact of the cost by including some of these costs in our long term monitoring requirements of our KPDES Permit and the upcoming Consent Judgment. This cost has yet to be determined, but could save the Sewer Department up to \$81,000 in long-term costs.

Financial Analysis: Funds are available in Account No. 450-68-56550.

Recommendation: Approval

Attachments: None

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort-ky.gov

- 6.11** To approve a professional service agreement with David Banks, Architect & Associates to prepare plans, specifications, and perform the contract administration for the repairs to the Sullivan Parking Structure.

Purpose: To approve a professional service agreement with David Banks, Architect & Associates to prepare plans, specifications, and perform the contract administration for the repairs to the Sullivan Parking Structure.

Background: The Sullivan Parking Structure was constructed in 1992. The City of Frankfort requested a structural and architectural inspection of the St. Clair and Sullivan Parking Garage in 2005 as a way of learning the condition and improvement needs of both structures. The conditions report recognized that the Sullivan Garage was constructed at a later date and is constructed using a different structural concept. As a result, the Sullivan Structure has not shown the level of deterioration that is present in the St. Clair Structure. The Conditions report recommends the following repairs:

1. Repair the double tee weld plates, concrete spalling, caulking of the pre-cast joints, removal of standing water on the parking deck, concrete block wall repairs and roof maintenance and repairs – probable construction cost of \$68,700.
2. Architectural and safety improvements, stairway entrance water runoff control, rust repair to the steel stairs, joint sealant replacement – probable construction cost of \$38,400.

It is recommended that the City approve a professional services agreement with David C. Banks, Architect & Associates, to prepare plans, specifications, and perform the contract administration for the repairs to the Sullivan Parking Structure. The estimated construction cost for the recommended repairs is \$107,100.

Financial Analysis: Funds in the amount of \$20,000 are available in the Transportation Improvement Account No. 100-61-53210 for these professional services. This agreement with David Banks, Architects & Associates, is based an hourly rate agreement not to exceed \$20,000.

Recommendation: Approval

Attachments:

- Agreement

Contact Person:

Name: Jeff Hackbart, P.E.
Title: Director
Department: Public Works
Phone: 502/875-8500
Email: jhackbart@frankfort-ky.gov

- 6.12** To consider a change order to H.G. Mays, Inc. for paving City streets (Public Works Department).

Purpose: The purpose of this item is to consider a change order to H.G. Mays, Inc. for paving City streets.

Background: The City of Frankfort awarded a unit price-paving contract to H.G. Mays, Inc. on May 22, 2006 for a not to exceed price of \$249,000. This work was completed last fall. The City wishes to add an additional \$140,000 in street resurfacing to this unit price-paving contract. It is anticipated that with the rising cost of fuel and bituminous asphalt, that the City would save money if the attached street list was paved now. The 2006 contract expired last November but the contractor, H.G. Mays, Inc. would honor the 2006 unit prices. The City anticipates bidding the 2007 resurfacing contract in June 2007.

The recommended work outlined in this change order with H.G. Mays Inc. will not exceed \$140,000.

Financial Analysis: Funds are available in the Municipal Aid Account No. 300-68-56550.

Recommendation: Approval

Attachments:

- Change Order
- Street Resurfacing List
- Letter dated April 4, 2007
-

Contact Person

Name: Jeff Hackbart, P.E.
Title: Director
Department: Public Works
Phone: 502/875-8500
Email: jjhackbart@frankfort-ky.gov

- 6.13** To amend Engineering Services Agreement No. 11 with HMB Engineers for the East Main Outlet (EMO) Project (Public Works).

Purpose: To amend Engineering Services Agreement No. 11 with HMB Engineers for the East Main Outlet (EMO) Project

Background: On February 26, 2007, the Board of Commissioners approved Amendment No. 10 with HMB to provide continued construction administration and resident inspection services through 4/2/07. It is anticipated that the completion of the project will require an additional 60 days (through 6/2/07). It is recommended that the Board amend its Agreement for Engineering Services with HMB Engineers an additional 60 days. The HMB Amendment would provide for the additional construction administrative and inspection services until the project is complete. The scope of work for the additional 2 months shall include:

1. Construction Administration	\$12,000
2. Resident Construction Observation	<u>\$28,390</u>
TOTAL	\$40,390

Financial Analysis: Funds are available for this professional service agreement with HMB in the Holmes Street Drainage Account No. 635-00-51100. The \$40,390 fee for HMB Amendment No. 11 will be deducted from Affholder's contract price and will not increase the overall Project cost.

Recommendation: Approval

Attachment:

- Amendment No. 11

Contact Person

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: 502/875-8500
Email: jhackbart@frankfort-ky.gov

- 6.14** To authorize bid award for the purchase and installation of audio and recording equipment for the Municipal Building Council Chamber (City Manager).

Purpose: To authorize bid award for the purchase and installation of audio and recording equipment for the Municipal Building Council Chamber.

Background: On April 6, proposals were received for the purchase and installation of audio and recording equipment for the Municipal Building Council Chamber. The Request for Proposals (RFP) was sent to three (3) firms, as well as advertised in the Frankfort State Journal. One proposal was received. PSG Systems submitted a proposal meeting the requested specifications for a total cost of \$8,886.64.

Financial Analysis: Funds are available in contingency Account No. 100-95-56295.

Recommendation: Approval

Attachment:

- Proposal

Contact Person:

Name: Tony Massey
Title: City Manager
Department: City Manager
Phone: 502/875-8500
Email: Amassey@Frankfort-ky-gov

- 6.15** To authorize filing of an application for 2007 Fire Act Grant through FEMA/DHS and authorize the Mayor to sign all grant related documents.

Purpose: To authorize the filing of a grant application for the 2007 Assistance to Firefighters Grant through FEMA and the U.S. Department of Homeland Security and to authorize the Mayor to sign all grant related documents

Background: Congress has appropriated funds for grants to be awarded directly to fire departments for fire operations, health and safety function and equipment. The grant application period was just opened on April 4, 2007 and closes May 4, 2007. This funding is available to departments in cities of our population size on a 10% matching basis and will be awarded in FY 07/08. The fire department is applying for wellness/fitness equipment, safety equipment and operational equipment. If awarded the grant request of \$151,000 the city must provide a match of \$15,100 (10%) in FY 07/08. The application is due by May 4, 2007.

Financial Analysis: \$15,100 from funds to be appropriated in the FY 07/08 Budget if the grant is awarded

Recommendation: Approval

Attachments: None

Contact Person

Name: Wallace Possich

Title: Chief
Department: Fire
Phone: 502/875-8511
Email: wpossich@frankfort-ky.gov

6.16	<u>Personnel Action</u>	<u>Employee</u>	<u>Department</u>	<u>Date</u>	<u>Other</u>
	Appointment	Stuart Collett	Sanitation	4-24-07	Tech I
		Clay V. Troxell, III	Sanitation	5-8-07	Tech II
		Kenneth M. Keith	Police	4-24-07	Patrol Officer I
		Sean K. Wilkins	Sewer	5-8-07	Electrician
		Dona C. Maxwell	Planning	4-24-07	Office Assistant
		Darius B. Hankins	Police	5-1-07	Patrol Officer I
	Resignation	Meredith Redfern	Fire	4-30-07	Firefighter III; authorize payment of all accrued time as of effective date.
	Retirement	Cynthia Kay Brooks	Transit	5-31-07	Transit Supervisor; authorize payment of all accrued time as of effective date

Attachments:

- Letter of retirement – Cynthia Kay Brooks
- Resignation letter and Amendment letter – Meredith Redfern

Contact Person

Name: John Morrow
Title: Director
Department: Human Resources
Phone: 502/875-8500
Email: Jmorrow@frankfort-ky.gov

7. **BOARD APPOINTMENTS**
8. **OLD BUSINESS**
9. **NEW BUSINESS**
10. **CITIZEN COMMENTS**
11. **COMMISSIONER COMMENTS**
12. **ADJOURNMENT**